

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, September 22, 2020 – 7:00 p.m.**

Council President Petty called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Capt. Sinden, Clerk Zeman, Adm. Geick, Atty. Truman, M. Hardy, T. Pinion, P. Cannon, C. Haggard, K. Stieve, W. Grant, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Kolb and carried unanimously to approve the minutes of September 8, 2020.

Moved by Wedekind, seconded by Sloan and carried unanimously to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS - Tim Lawther was not available, no presentation was given.

PUBLIC HEARINGS – None.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S BUSINESS

- Council President Petty congratulated the following city employees on their upcoming October anniversaries:
 - Wendy Grant, Park & Recreation Facility Coordinator, 20 years
 - Mari Burri, Library Cataloging/Purchasing Coordinator, 15 years
 - Ryan Werner, Patrol Sergeant, 15 years
- In-Person Absentee voting will start in the Clerk's Office on October 20, 2020.

CONSENT AGENDA

Resolution No. 20-85

THAT the Accounts Payable, in the amount of \$ 802,238.79 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by Wedekind, seconded by Kolb and carried that the Consent Agenda be approved-9 ayes.

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Sloan and carried unanimously to approve the 2nd reading of **Ordinance No. 2559** Approve amending §17.18(4)(a) and the Zoning District Map of the Baraboo Municipal Code to rezone a portion of westerly areas of tax parcels 206-1138-00000 and 206-1136-00000, respectively, from C-1 Conservancy to R-1A Single Family Residential, for Baraboo Country Club, Inc.

Moved by Sloan, seconded by Kolb and carried unanimously to approve the 2nd reading of **Ordinance No. 2560** amending §17.18(4)(d) and the Zoning District Map of the Baraboo Municipal Code to rezone tax parcel 206-2707-00000 as a Planned Unit Development for

Oleg Boukhankov, d/b/a Absolute Auto Repair and Sales, LLC at 633 8th Avenue, located in the southeast corner of Park Street and 8th Avenue.

Moved by Wedekind, seconded by Ellington and carried unanimously to approve the 2nd reading of **Ordinance No. 2561** amending §7.02 (2)(b)2 to provide for No Parking any time on the southerly 50 feet of West Street between 2nd Avenue and the alleyway south of 2nd Avenue

NEW BUSINESS - RESOLUTIONS

Resolution No. 20-86

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the 2021 Parks, Recreation and Forestry Fees and Charges Schedule be approved as recommended by the Parks and Recreation Commission.

Moved by Sloan, seconded by Plautz and carried that **Resolution No. 20-86** be approved-9 ayes.

Resolution No. 20-87

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the 2021 Parks, Recreation and Forestry Seasonal Wage Schedule be approved as recommended by the Parks and Recreation Commission.

Moved by Kolb, seconded by Thurow and carried that **Resolution No. 20-87** be approved-9 ayes.

Resolution No. 20-88

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the 2020-21 Thunderbird Youth Hockey Association lease of the Pierce Park Pavilion be approved with no rent charged as recommended by the Parks and Recreation Commission.

Moved by Wedekind, seconded by Sloan and carried that **Resolution No. 20-88** be approved-9 ayes.

Resolution No. 20-89

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the 2021 Boys and Girls Club of Baraboo/Sauk County lease of parts of the Civic Center be approved with an 80% discount of standard lease rates charged as recommended by the Parks and Recreation Commission.

Moved by Thurow, seconded by Sloan and carried that **Resolution No. 20-89** be approved-9 ayes.

Resolution No. 20-90

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the 2021 BASCO lease of 2 rooms of the Civic Center to be used as a senior

center and office space be approved with an 80% discount of standard lease rates charged as recommended by the Parks and Recreation Commission.

Moved by Kolb, seconded by Kent and carried that **Resolution No. 20-90** be approved-9 ayes.

Resolution No. 20-91

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the 2021 Stage III lease of several rooms of the Civic Center to be used as a youth theater and storage be approved with an 50% discount of standard lease rates charged as recommended by the Parks and Recreation Commission.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 20-91** be approved-9 ayes.

Resolution No. 20-92

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the City of Baraboo award the Audit Services contract, once received and approved to form by the City Attorney, to CliftonLarsonAllen, LLP. The annual audit year contract amounts are as follows:

2020	2021	2022	2023	2024	Total
\$ 68,100	\$ 70,200	\$ 72,300	\$ 74,500	\$ 76,700	\$ 361,800

Moved by Kent, seconded by Sloan and carried that **Resolution No. 20-92** be approved-9 ayes.

Resolution No. 20-93

**RESOLUTION CREATING TAX INCREMENTAL DISTRICT NO. 10,
APPROVING ITS PROJECT PLAN AND ESTABLISHING ITS BOUNDARIES
CITY OF BARABOO, WISCONSIN**

WHEREAS, the City of Baraboo (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 10 (the "District") is proposed to be created by the City as a district in need of rehabilitation or conservation work in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;

- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to owners of all property in the proposed district, to the chief executive officers of Sauk County, the Baraboo School District, and the Madison Area Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the CDA, on September 1, 2020 held a public hearing concerning the project plan and boundaries and proposed creation of the District, providing interested parties a reasonable opportunity to express their views thereon; and

WHEREAS, after said public hearing, the CDA designated the boundaries of the District, adopted the Project Plan, and recommended to the Common Council that it create such District and approve the Project Plan.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Baraboo that:

1. The boundaries of the District that shall be named "Tax Incremental District No. 10, City of Baraboo", are hereby established as specified in Exhibit A of this Resolution.
2. The District is created effective as of January 1, 2020.
3. The Common Council finds and declares that:
 - (a) Not less than 50% by area of the real property within the District is in need of rehabilitation or conservation work within the meaning of Wisconsin Statutes Section 66.1337(2m)(b).
 - (b) Based upon the finding stated in 3.a. above, the District is declared to be a district in need of rehabilitation or conservation work based on the identification and classification of the property included within the District.

- (c) The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.
 - (d) The equalized value of the taxable property in the District plus the value increment of all other existing tax incremental districts within the City, does not exceed 12% of the total equalized value of taxable property within the City.
 - (e) That there are no parcels to be included within the District that were annexed by the City within the preceding three-year period.
 - (f) The City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wisconsin Statutes Section 66.1105(5)(b).
 - (g) The project costs relate directly to promoting the rehabilitation or conservation of the area consistent with the purpose for which the District is created.
4. The Project Plan for "Tax Incremental District No. 10, City of Baraboo" (see Exhibit B) is approved, and the City further finds the Plan is feasible and in conformity with the master plan of the City.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby authorized and directed to apply to the Wisconsin Department of Revenue, in such form as may be prescribed, for a "Determination of Tax Incremental Base", as of January 1, 2020, pursuant to the provisions of Wisconsin Statutes Section 66.1105(5)(b).

BE IT FURTHER RESOLVED THAT pursuant to Section 66.1105(5)(f) of the Wisconsin Statutes that the City Assessor is hereby authorized and directed to identify upon the assessment roll returned and examined under Wisconsin Statutes Section 70.45, those parcels of property which are within the District, specifying thereon the name of the said District, and the City Clerk is hereby authorized and directed to make similar notations on the tax roll made under Section 70.65 of the Wisconsin Statutes.

Moved by Wedekind, seconded by Kent and carried that **Resolution No. 20-93** be approved-9 ayes.

Resolution No. 2020-94
RESOLUTION CREATING TAX INCREMENTAL DISTRICT NO. 11,
APPROVING ITS PROJECT PLAN AND ESTABLISHING ITS BOUNDARIES
CITY OF BARABOO, WISCONSIN

WHEREAS, the City of Baraboo (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 11 (the "District") is proposed to be created by the City as a mixed-use district in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- l. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- m. An economic feasibility study;
- n. A detailed list of estimated project costs;
- o. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- p. A map showing existing uses and conditions of real property in the District;
- q. A map showing proposed improvements and uses in the District;
- r. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- s. A list of estimated non-project costs;
- t. A statement of the proposed plan for relocation of any persons to be displaced;
- u. A statement indicating how the District promotes the orderly development of the City;
- v. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Sauk County, the Baraboo School District, and the Madison Area Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the CDA, on September 1, 2020 held a public hearing concerning the project plan and boundaries and proposed creation of the District, providing interested parties a reasonable opportunity to express their views thereon; and

WHEREAS, after said public hearing, the CDA designated the boundaries of the District, adopted the Project Plan, and recommended to the Common Council that it create such District and approve the Project Plan.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Baraboo that:

1. The boundaries of the District that shall be named "Tax Incremental District No. 11, City of Baraboo", are hereby established as specified in Exhibit A of this Resolution.
2. The District is created effective as of January 1, 2020.

3. The Common Council finds and declares that:
 - (a) Not less than 50% by area of the real property within the District is suitable for mixed-use development as defined by Wisconsin Statutes Section 66.1105(2)(cm).
 - (b) Based upon the finding stated in 3.a. above, the District is declared to be a mixed-use district based on the identification and classification of the property included within the District.
 - (c) The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.
 - (d) The equalized value of the taxable property in the District plus the value increment of all other existing tax incremental districts within the City, does not exceed 12% of the total equalized value of taxable property within the City.
 - (e) That there are no parcels to be included within the District that were annexed by the City within the preceding three-year period.
 - (f) The City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wisconsin Statutes Section 66.1105(5)(b).
 - (g) The project costs relate directly to promoting mixed-use development in the District consistent with the purpose for which the District is created.
 - (h) Lands proposed for newly platted residential development comprise no more than 35% of the real property area within the District.
 - (i) Costs related to newly platted residential development may be incurred based on the proposed development having a density of at least three (3) units per acre as defined in Wisconsin Statutes Section 66.1105(2)(f)3.a.
4. The Project Plan for "Tax Incremental District No. 11, City of Baraboo" (see Exhibit B) is approved, and the City further finds the Plan is feasible and in conformity with the master plan of the City.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby authorized and directed to apply to the Wisconsin Department of Revenue, in such form as may be prescribed, for a "Determination of Tax Incremental Base", as of January 1, 2020, pursuant to the provisions of Wisconsin Statutes Section 66.1105(5)(b).

BE IT FURTHER RESOLVED THAT pursuant to Section 66.1105(5)(f) of the Wisconsin Statutes that the City Assessor is hereby authorized and directed to identify upon

the assessment roll returned and examined under Wisconsin Statutes Section 70.45, those parcels of property which are within the District, specifying thereon the name of the said District, and the City Clerk is hereby authorized and directed to make similar notations on the tax roll made under Section 70.65 of the Wisconsin Statutes.

Moved by Kent, seconded by Ellington and carried that **Resolution No. 20-94** be approved-9 ayes.

Resolution No. 20-95

**RESOLUTION APPROVING AN AMENDMENT TO THE PROJECT PLAN OF
TAX INCREMENTAL DISTRICT NO. 11,
CITY OF BARABOO, WISCONSIN**

WHEREAS, the City of Baraboo (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 11 (the "District") was created by the City on September 22, 2020 as a mixed-use district; and

WHEREAS, the City now desires to amend the Project Plan of the District (the "Amendment") in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, such Amendment will allow excess revenue to be transferred to Tax Incremental Districts No. 8 & 10 (the "Recipient Districts") as permitted under Wisconsin Statutes Section 66.1105(6)(f)2.

WHEREAS, an amended Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the amendment of the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the Project Plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Sauk County, the Baraboo School District, and the Madison

Area Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the CDA, on September 1, 2020 held a public hearing concerning the proposed amendment to the Project Plan of the District, providing interested parties a reasonable opportunity to express their views thereon; and

WHEREAS, after said public hearing, the CDA adopted the Project Plan, and recommended to the Common Council that it amend the Project Plan.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Baraboo that:

1. The boundaries of the District named "Tax Incremental District No. 11, City of Baraboo" remain unchanged.
2. That this Amendment is effective as of the date of adoption of this resolution.
3. The Common Council finds and declares that:
 - (a) The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.
 - (b) The City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wisconsin Statutes Section 66.1105(5)(b).
 - (c) Under the amended Project Plan, excess tax increments will be transferred to the Recipient District.
 - (d) The District and the Recipient District lie within the same overlapping taxing jurisdictions.
 - (e) The District has sufficient revenue to pay for all current Project Costs and has sufficient excess revenue to pay for eligible project costs of the Recipient District.
 - (f) The Recipient Districts are districts in need of rehabilitation of conservation which qualifies it as an eligible recipient of excess revenue.
4. The Project Plan for "Tax Incremental District No. 11, City of Baraboo" (see Exhibit A), as amended, is approved, and the City further finds the Project Plan is feasible and in conformity with the master plan of the City.

Moved by Wedekind, seconded by Ellington and carried that **Resolution No. 20-95** be approved-9 ayes.

Resolution No. 20-96

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

The Common Council hereby authorizes City staff to release to the Baraboo District Ambulance Service the funds approved by Council as part of the 2020 budget totaling \$36,096 as part of the accounts payable presented to the Finance Committee and Common Council on October 13, 2020.

Moved by Thurow, seconded by Ellington and carried that **Resolution No. 20-96** be approved-9 ayes.

NEW BUSINESS - ORDINANCES

Moved by Sloan, seconded by Ellington and carried unanimously to approve the 1st reading of **Ordinance No. 2562** amending §13.15 of the City of Baraboo Code of Ordinances entitled "OUTSIDE SERVICE LIMITED" in order to add one additional property to the sixteen (16) existing properties in unincorporated areas that receive water service from the City of Baraboo.

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DOES ORDAIN AS FOLLOWS:

1. **13.15 OUTSIDE SERVICE LIMITED.**

A 40-acre parcel of land located on the south side of Trap Shoot Rd approximately 1/4 mile east of CTH A in Section 24, Town 12 North, Range 6 East, more particularly described as follows:

The NE 1/4 of the SW 1/4 of Section 24, T12N, R6E, in the Town of Fairfield, Sauk County, Wisconsin.

2. This Ordinance shall take effect upon passage and publication as provided by law.

COMMITTEE OF THE WHOLE

Moved by Ellington, seconded by Wedekind, to enter Committee of the Whole to discuss the Special Event Permit & Picnic License application filed by the Baraboo Young Professionals for their October 23, 2020 Baraboo Night Market.

Atty. Truman explained that the Picnic License is a temporary alcohol license that must be approved by the Council. The Special Event Permit application is typically reviewed at staff level and as long as all of the members of the Special Event reviewing committee agree to the permit being issued, it usually doesn't make it up to the Council level. Given the nature of their proposed event, staff does have some concerns given COVID-19. The event organizer has reached out to the Sauk County Health Department in order to get a recommendation as to whether they would feel comfortable with this event taking place.

Adm. Geick advised that Tim Lawther with the Sauk County Health Department indicated that he would be willing to have his department look at this positively if the organizers were willing to work out a plan with the health department.

Chief Stieve has spoken with Jessie Phalen from the health department and noted that they are in support of the event happening; however, they are going to work out some finer details on some precautionary measures to take in the pandemic time.

Ald. Kolb questioned who is going to be responsible for the enforcement of the conditions

that are being set. Chief Stieve explained that their layout will follow previous events but that being outdoors, masks are not required and if consuming food or beverage, masks will not be worn. They will have respect the physical distancing rule. Ald. Kolb feels that if they are establishing some type of final guide lines, he feels there should be some type of enforcement and make sure the people are compliant and removed if they are not. Ald. Thurow does not feel the hired security will enforce the set guidelines.

Ald. Plautz confirmed that we can cancel this event at a later date, after it's been approved based on COVID-19 updates we receive from the County.

Ald. Wedekind is against approving this, he feels it is not worth the risk. Ald. Kent and Ald. Ellington both feel there is not enough information available to approve the event tonight.

Motion by Ellington, seconded by Kent, to suspend Council Rule §2.04(15) of the Municipal Code, as permitted by §2.04(20) of the Municipal Code, to allow action to be taken within Committee of the Whole.

Motion by Wedekind to not approve the Special Event application and the Picnic License application. Motion fails due to lack of second.

Motion by Kent, seconded by Ellington to approve the Special Event application and the Picnic License application contingent upon more information being provided by the Sauk County Health Dept. at the next Council meeting. Motion carries; 8-ayes, 1-nay, Wedekind

Moved by Ellington, seconded by Sloan, to rise and report from Committee of the Whole and return to regular session.

CLOSED SESSION – Council President Petty announced that the Council will go into Closed Session for two purposes:

1. Pursuant to §§19.85(1)(c), and 19.85(e), Wis. Stats., to review and discuss applicants for the position of City Administrator, a position that, because this is a contractual position with the City, involves the deliberation of the investing of public funds where competitive reasons require a closed session.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Clerk Zeman, Adm. Geick, Attny. Truman, T. Pinion, P. Cannon

2. Pursuant to §19.85(1)(f), Wis. Stat., to consider the medical, social or personal histories of specific persons, or preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data (Mark Schauf).

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Adm. Geick

Moved by Ellington, seconded by Wedekind to go into Closed Session.

OPEN SESSION

Moved by Sloan, seconded by Kolb and carried on a unanimous roll call vote to

return to Open Session as per WI Stats 19.85(2) to address any business that may be the result of discussions conducted in Closed Session – 9 ayes.

ADMINISTRATOR AND COUNCIL COMMENTS - None.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** August, 2020 – Airport, Treasurer, Fire Dept.
- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205
September 8, 2020

Members Present: Petty, Sloan, Kent

Absent:

Others Present: Mayor Palm, Adm. Geick, Atty. Truman, B. Zeman, K. Stieve

Call to Order –Ald. Petty called the meeting to order at 6:30p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Kent to approve the minutes of August 25, 2020 and carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$1,443,557.84**. Motion carried unanimously.
- b) **Employee COVID-19 Policy** – Adm. Geick explained that this policy has been reviewed by department heads. One major difference between this policy and the Federal Policy requirement is that the City policy includes an additional 3 days to allow for employees to be tested and get results. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- c) **Fire Dept. Boat** – Fire Chief K. Stieve explained that between the County Sheriff's Department and the Baraboo Fire, there is a need for a boat that can be used in the Baraboo River. This is a used 2005 boat that is in immaculate condition. The money to purchase this boat will be taken from the capital funds left from the breathing apparatus purchase. With the increasing use of the Baraboo River for canoes and kayaks, this boat can be used for rescue calls on the river. This boat can also be used at Devil's Lake for water rescues as well as fighting fires on the bluff. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.

Information Items – None.

Adjournment – Moved by Kent, seconded by Sloan and carried to adjourn at 6:43pm.

Baraboo Economic Development Commission Meeting Minutes

August 6, 2020

- I. Call Meeting to Order and Note Compliance with Open Meeting Law**
Mayor Palm called the meeting to order at 5:31 PM at the Baraboo Municipal Building, Room 205, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statutes regarding open meetings.
- II. Roll Call of Membership**
Present: Cafilisch, Johnson, Palm, Ryan, Walczak, Wastlund, White
Absent: Bowers, Ayar, Mueller, Taylor
Other: Patrick Cannon
- III. Approve Minutes**
Motion to approve the minutes for March 5, 2020 And July 7, 21020 meeting
Johnson (1); Palm (2)
Aye: All via voice vote
Nay: None
- IV. Approve Agenda**

Motion to approve the agenda as presented

White (1); Johnson (2)

Aye: All via voice vote

Nay: None

V. Presentation

None

VI. Action Items

Election of BEDC Officers

Term to be from August 2020 to May 2021.

Chair: Nanci Cafilisch

Vice-Chair: Dave Johnson

Secretary: Carolyn Wastlund

Motion to elect the slate of Officers for a term to run from August 2020 to May 2021

Palm (1); White (2)

Aye: Cafilisch, Johnson, Palm, Ryan, Walczak, Wastlund, White (via roll call)

Nay: None

VII. Information/Discussion Items

a. How did COVID-19 effect your business? A round table discussion with members

- Mayor Palm
 - The city conducted remote meetings
 - City Hall was closed after the elections to the public
 - Purchased PPE equipment for public safety officers
- Ms. Cafilisch
 - The Chamber has lost revenues due to the hotels not being occupied
 - Real Estate is doing well
- Ms. Ryan
 - Almost all of their plans have been altered
 - They are starting to work with Focus on Energy
 - Food Pantry is now including a light bulb with food packet
- Ms. Walczak
 - Hospital has had major changes in their operations
 - No elective surgeries
 - Lack of PPE equipment
 - Volunteers have not been able to return yet
- Mr. White
 - Have not been able to complete business retention visits
 - Worked getting information out regarding various COVID-19 programs
- Mr. Johnson
 - Market moved all over the place.
 - Seems to be getting back towards normal summer volume
- Ms. Wastlund
 - MSA worked from home and few employees are now back into office
 - Field works is back to normal

b. Updates on Development Activities

- Mayor Palm updated on the following:
 - Three businesses have closed either permanently or for the season
 - The City completed a Hotel Study
 - Developers are looking at:
 - Hotel
 - Flex space buildings
 - Apartment building
 - Multifamily housing plat
 - Al. Ringling Brewery is getting closer to opening
 - Library project is moving forward
 - City projects are under way for the summer
 - City did some economic development programs in response to COVID-19

c. Updates from Commissioners and their representative entities

- Schools will open on September 1, 2020
- SCDC is working with Workforce development

d. Continued discussion on housing options for possible future recommendation to City Council

City has a map of potential properties

e. Review and discuss 2020 goals for BEDC

The Board was asked to think of goals for 2020/2021 for next meeting

Housing

Business Walk for 2022

f. Review and discuss BEDC tour schedule of local businesses

This will be held in abeyance due to COVID-19

VIII. Adjournment

Motion to adjourn the meeting was made at 6:42 pm.

White (1); Cafilisch (2)

Aye: All via voice vote

Nay: None

Administrative Committee

August 3, 2020

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow

Absent: None

Also Present: Finance Director, Cynthia Haggard; Police Chief, Mark Schauf; City Clerk, Brenda Zeman; and City Attorney, Emily Truman.

Citizen Present: None

The meeting was called to order by Chairman John Ellington at 8:00AM CST., with roll call and noting compliance with the Open Meetings Law.

Motion by Thurow to approve the minutes of July 6, 2020, seconded by Kierzek and unanimously carried.

Motion by Kierzek to amend the agenda to correct Mariah Phillips address from 316 3rd Street to 516 3rd Street, seconded by Thurow and unanimously carried.

Consider application for keeping chickens – Michael Lutz

Thurow questioned the approvals from adjacent neighbors regarding the location of the coop and what would happen with those approvals if the adjacent neighbors moved. City Attorney Truman stated the Ordinance doesn't allow the waiver of the neighbors, so the adjacent neighbors willing to waive the location of the coop is moot. Truman's suggestion to the Committee was to strictly follow the Code.

Motion to approve the application as long as the coop location follows the Ordinance and is 10' from all lot lines by Thurow, seconded by Kierzek and unanimously carried.

Consider application for keeping chickens – Mariah Phillips

Thurow mentioned the application indicated Phillips was a tenant and not the owner of the property. Thurow continued that the owner has to allow the tenant to have chickens, and there was nothing in the packet from the owner.

Motion to postpone the application until the September meeting and have staff obtain documentation from the owner by Ellington, seconded by Kierzek and unanimously carried.

Consider Liquor License for the Las Milpass, LLC

Motion to approve and move on to Council the liquor license for Las Milpass, LLC by Kierzek, seconded by Thurow and unanimously carried.

Consider Request for Excessive Household Animals (3 Dogs) – Thomas & Teri Dorner

Motion to approve and move on to Council the request for Dorner's Excessive Household Animals (3 dogs) by Thurow, seconded by Kierzek and unanimously carried.

Member comments

The next meeting will be Tuesday, September 8, 2020 at 8:00AM CST. Meeting location will be 101 South Boulevard.

Motion to adjourn by Kierzek, seconded by Thurow and unanimously carried. Meeting adjourned at 8:13AM CST.

BARABOO BUSINESS IMPROVEMENT DISTRICT (BID) Promotions/Personnel Committee Meeting**July 20, 2020** Members Present: T. Wickus, , B. Stelling (by phone)

Member Absent: S. Brunker, S. Fay

Call to Order: Chairman Wickus presided over the meeting, called it to order at 8:37 A.M., and noted compliance with the Open Meeting Law.

Minutes: Moved by, Stelling seconded by Wickus, and unanimously carried to approve the minutes of the June 9, 2019 meeting.

Agenda: Moved by Stelling seconded by Wickus, and unanimously carried to approve the agenda as published.

Old Business: None

New Business: We met with Jenni Gavin and Emily Keefer and reviewed some marketing and structural ideas that they had for future Downtown Baraboo Farmer's Markets. No action was taken.

Adjournment: Moved by Stelling, seconded by Wickus and unanimously carried to adjourn at 9:25 A.M.

- **Copies of these meeting minutes are on file in the Clerk's office:**

Library.....8-18-2020

Park & Recreation.....8-10-2020

Friends of the Library..8-11-2020

- **Petitions & Correspondence Being Referred:**

For Information Only: Letter from ISO regarding the City's Public Protection Classification**ADJOURNMENT**

Moved by Ellington, seconded by Kolb, and carried on voice vote, that the meeting adjourn at 8:40pm.

Brenda Zeman, City Clerk